

The February 14, 2019, Shillington Borough Council meeting was called to order at 7:30 p.m. by President John W. Hoffert. Following the invocation by Mayor Hivner and the oath of allegiance, roll call was taken. Council members in attendance were: Elizabeth M. Bentz; George B. Clark; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr.; Edward B. Michalik and Conrad Vanino. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Michael D. Mountz, Assistant Borough Manager Scott D. Brossman, Police Chief Brett A. Hivner, Fire Chief Timothy Deamer and Secretary Jan M. Boyd. Thomas Klonis and John A. Hoffert from the Solicitor's office were also in attendance along with Kenneth Fulmer of Great Valley Consultants and the following residents and visitors:

Ralph Bailey - 316 Wheatland Avenue  
Alyssa Oxenreider - 132 Chestnut Street  
Madison Supplee - 201 North Sterley Street  
Harold Stupp - 115 South Miller Street

Victoria Manwiller - 1532 Fayette Avenue, Kenhorst

As there were no objections, the minutes of the January 10, 2019, council meeting were approved as forwarded to each member, on a motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried.

**PUBLIC COMMENT:** None.

**PUBLIC COMMENT ON AGENDA ITEMS:** None.

**COMMITTEE REPORTS:**

**Mayor** - Mayor Andrew R. Hivner gave the Police Department's report for the month of January. During this month, the Department handled 445 incidents, with 115 arrests being made. Also during this month, 3,071 patrol miles were traveled.

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Mayor Hivner noted that the Department handled eight (8) dog complaints during the month. Of these eight (8) complaints, five (5) were stray dogs. In all of these cases, the officers knew who the dogs belonged to and were able to return them to their owners.

**Police and Personnel** - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Michalik, and duly carried, Council approved the payment of \$12,408.36 in overtime paid to the members of the Police Department during the month of January. Roll Call - 7 ayes

**Administration-Law-Finance** - By motion of Dr. George B. Clark, chairman, seconded by Mr. Klee, and unanimously approved, Council confirmed the payment of the bills associated with the January 31, 2019 Financial Statements as follows:

General Fund - \$243,754.07  
Water Fund - \$262,405.61  
Sewer Fund - \$128,109.74  
Recreation Board - \$14,970.88  
Fire Fund - \$2,325.27  
Streets Improvement Fund - \$0.00

Roll Call - 7 ayes

Dr. Clark made a motion, which was seconded by Mr. Vanino, and duly carried appointing Scott D. Brossman as the Borough's Right-to-Know Officer, replacing Michael D. Mountz.

**Fire** - Mr. Michael Hoffert, chairman, gave the Fire Chief's report for the month of January. During this time, the Department responded to a total of thirty-six (36) dispatches consisting of eight (8) calls in the Borough and twenty-eight (28) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered all of the 176 hours of available daytime staffing for the month.

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**Tree-Pole and Light** - Mrs. Elizabeth M. Bentz, chairman, advised Council that the Tree Advisory Committee has been meeting monthly in preparation of the next planting. She further advised that approximately five (5) trees have been requested for the spring planting.

**Streets-Sanitation-Water** - Mr. John W. Hoffert, chairman, reviewed with Council the February Engineer's Report. He noted the following:

°The 2018 Streets Project has been substantially completed by the Contractor. Several punch list items remain to be completed when warmer weather permits.

°The Beverly Avenue Subdivision water main extension is substantially complete. However, a second escrow release request has not been received.

President Hoffert then gave the report of the Public Works Department for work done during the month of January.

**Recreation** - Dr. Edward B. Michalik, chairman, gave the minutes of the Recreation Board meeting held on February 11, 2019.

The Recreation Board requested that Council take action on the following recommendations:

As discussed at the January meeting, the Recreation Board has recommended a change to the definition of "House Guest" for pool membership. The current wording is "Out-of-town family members residing with resident family for the summer. Must purchase individual non-resident membership." The recommended wording change is "Family members who live outside of the Governor Mifflin School District residing with a resident family for the summer. Must purchase an individual non-

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resident membership." On a motion by Dr. Michalik, seconded by Mr. Vanino, and duly carried, Council accepted the new definition of "House Guest."

The Governor Mifflin Middle School Parent/Teacher Organization has requested to hold the Color Run in the Park again this year. The date would be Saturday, May 4 beginning at 10:00 a.m. By motion of Dr. Michalik, seconded by Mr. Vanino, and unanimously carried, Council approved this request provided that the necessary paperwork is received.

The Recreation Board recommended that the rates for the summer programs be retained at their existing rates. Council concurred with this recommendation on a motion by Dr. Michalik, seconded by Dr. Clark, and duly approved.

**Zoning and Codes** - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of January 2019. During this time, five (5) new permits were issued, eleven (11) certificates of use/occupancy were issued and thirty-seven (37) permits remain open.

Each member of Council received a copy of the 2018 Annual Report of the Planning and Zoning Commission. The Planning and Zoning Commission had no activity during this time. Council had no questions regarding this report.

**Solicitor** - **Resolution No. 2-2019**, authorizes the disposition of the listed public records after January 31, 2019. This resolution was adopted, as presented by Solicitor Klonis, on a motion by Dr. Clark, seconded by Dr. Michalik, and duly carried.

Mr. Klonis read **Ordinance No. 1207**, which establishes the handicapped parking spaces as approved at the January meeting. This ordinance was adopted, as presented, on a motion of Mr. Vanino, seconded by Mr. Klee, and unanimously carried.

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Mr. Michael Hoffert made a motion, which was seconded by Dr. Michalik, and duly approved, giving permission to the Solicitor's office to a file lien against the following property:

**Tyler K. Procopio**

**625 March Street, Shillington**

Outstanding grass cutting invoice - \$605.00

**Manager** - Mr. Mountz reported that on February 5, 2019, the Borough received \$13,731.86 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from January 1, 2019 through January 31, 2019.

On February 7, 2019, the Borough received \$25,582.50 from Comcast Cable representing franchise fees owed for the period from October 2018 through December 2018.

By motion of Dr. Michalik, seconded by Mr. Vanino, and duly carried, Council approved the following contribution requests for 2019:

°Berks County Solid Waste Advisory - \$250.00

°Berks Visiting Nurse Association - \$100.00

°Crime Alert Berks County - \$250.00

°Center for Excellence in Local Government - \$250.00

Roll Call - 7 ayes

**UNFINISHED BUSINESS:**

The updated Rules and Regulations of the Civil Service Commission were reviewed, as requested. Upon review, it was determined that areas were not addressed in the update and should have been included. Therefore, the Rules and Regulations will be returned to the Commission for further review and updating of all sections, as necessary.

Council reviewed and discussed the proposed changes to the Memorial Day parade route. The new route is designed to take the parade off of Lancaster Avenue.

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Under the current route, there is insufficient staff to adequately control traffic when Lancaster Avenue is closed. With the new route, the parade will cross Lancaster Avenue at two (2) locations, where the traffic signals will be manually controlled.

Upon completion of the discussion, Dr. Michalik made a motion, which was seconded by Mr. Vanino, and duly carried, approving the new Memorial Day Parade route, as presented.

President Hoffert advised that the Animal Rescue League issue remains tabled.

**QUESTIONS FROM THE AUDIENCE:** None.

Chief Deamer noted that Patrolman Michael Schoone was honored at the Fire Company's annual banquet for his heroic actions at the house fire on North Wyomissing Avenue.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino, seconded by Mr. Klee, and duly carried at 8:17 p.m.

Respectfully submitted,

Jan M. Boyd  
Borough Secretary